

# ORDER FOR SUPPLIES OR SERVICES

PAGE OF PAGES

1

13

IMPORTANT: Mark all packages and papers with contract and/or order numbers.

1. DATE OF ORDER 08/20/2014		2. CONTRACT NO. (If any) EP-W-14-020		6. SHIP TO a. NAME OF CONSIGNEE Craig Beasley		
3. ORDER NO. 0037		4. REQUISITION/REFERENCE NO. PR-OSWER-14-00418				
5. ISSUING OFFICE (Address correspondence to) HPOD US Environmental Protection Agency Headquarters Procurement Operations Ariel Rios Building 1200 Pennsylvania Avenue, NW Washington DC 20460				b. STREET ADDRESS US Environmental Protection Agency Ariel Rios Building 1200 Pennsylvania Avenue, N. W. Mail Code: 3803R		
				c. CITY Washington	d. STATE DC	e. ZIP CODE 20460
7. TO NA				f. SHIP VIA		
a. NAME OF CONTRACTOR SRA International, Inc.				8. TYPE OF ORDER		
b. COMPANY NAME				<input type="checkbox"/> a. PURCHASE REFERENCE YOUR.  <input checked="" type="checkbox"/> b. DELIVERY Except for billing instructions on the reverse, this delivery order is subject to instructions contained on this side only of this form and is issued subject to the terms and conditions of the above-numbered contract.		
c. STREET ADDRESS 4300 FAIR LAKES COURT				Please furnish the following on the terms and conditions specified on both sides of this order and on the attached sheet, if any, including delivery as indicated.		
d. CITY Fairfax		e. STATE VA	f. ZIP CODE 22033			
9. ACCOUNTING AND APPROPRIATION DATA See Schedule				10. REQUISITIONING OFFICE HPOD		
11. BUSINESS CLASSIFICATION (Check appropriate box(es))						12. F.O.B. POINT Destination
<input type="checkbox"/> a. SMALL <input type="checkbox"/> b. OTHER THAN SMALL <input type="checkbox"/> c. DISADVANTAGED <input type="checkbox"/> d. WOMEN-OWNED <input type="checkbox"/> e. HUBZone <input type="checkbox"/> f. SERVICE-DISABLED VETERAN-OWNED <input type="checkbox"/> g. WOMEN-OWNED SMALL BUSINESS (WOSB) ELIGIBLE UNDER THE WOSB PROGRAM <input type="checkbox"/> h. EDWOSB						
13. PLACE OF		14. GOVERNMENT B/L NO		15. DELIVER TO F.O.B. POINT ON OR BEFORE (Date)		16. DISCOUNT TERMS
a. INSPECTION Destination	b. ACCEPTANCE Destination					
17. SCHEDULE (See reverse for Rejections)						
ITEM NO. (a)	SUPPLIES OR SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
	DUNS Number: 097779698 The purpose of this Task Order is to procure the services of SRA to perform the duties as outlined in the SOW. A Work Plan and Cost Estimate is due to EPA within ten business days from the date of this Order. Continued ...					
18. SHIPPING POINT		19. GROSS SHIPPING WEIGHT		20. INVOICE NO.		17(n) TOTAL (Cont pages)
21. MAIL INVOICE TO						
a. NAME RTP Finance Center				\$3,000.00		17(i) GRAND TOTAL
b. STREET ADDRESS (or P.O. Box) US Environmental Protection Agency RTP-Finance Center Mail Drop D143-02 109 TW Alexander Drive				\$3,000.00		
c. CITY Durham		d. STATE NC	e. ZIP CODE 27711			
22. UNITED STATES OF AMERICA BY (Signature)				23. NAME (Typed) Patrice L. Cunningham TITLE: CONTRACTING/ORDERING OFFICER		

AUTHORIZED FOR LOCAL REPRODUCTION  
PREVIOUS EDITION NOT USABLE

OPTIONAL FORM 347 (Rev. 2/2012)  
Prescribed by GSA FAR 48 CFR 53.213(f)

**ORDER FOR SUPPLIES OR SERVICES  
SCHEDULE - CONTINUATION**

PAGE NO

2

IMPORTANT: Mark all packages and papers with contract and/or order numbers.

DATE OF ORDER

CONTRACT NO

ORDER NO

08/20/2014

EP-W-14-020

0037

ITEM NO. (a)	SUPPLIES/SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
0001	<p>TOPO: Tony Nesky Max Expire Date: 06/15/2019</p> <p>Admin Office:</p> <p>HPOD</p> <p>US Environmental Protection Agency</p> <p>Headquarters Procurement Operations</p> <p>Ariel Rios Building</p> <p>1200 Pennsylvania Avenue, NW</p> <p>Washington DC 20460</p> <p>Accounting Info:</p> <p>14-T-D3N-303DC6-2505-HQ00BM00-14D3N51012-001</p> <p>BFY: 14 Fund: T Budget Org: D3N Program</p> <p>(PRC): 303DC6 Budget (BOC): 2505 Job #:</p> <p>HQ00BM00 DCN - Line ID: 14D3N51012-001</p> <p>Period of Performance: 08/20/2014 to</p> <p>06/15/2019</p> <p>Task Order Funding</p> <p>The obligated amount of award: \$3,000.00.</p> <p>The total for this award is shown in box</p> <p>17(i).</p>				3,000.00	

TOTAL CARRIED FORWARD TO 1ST PAGE (ITEM 17(H))

\$3,000.00

AUTHORIZED FOR LOCAL REPRODUCTION  
PREVIOUS EDITION NOT USABLE

OPTIONAL FORM 348 (Rev 4/2006)  
Prescribed by GSA FAR (48 CFR) 53.213(f)

Contract: EP-W14-020

Task Order:

TITLE: CISM

**ABSTRACT:** This Task Order provides facilitation, training & coaching for EPA's Peer Support/Stress Management Team and assists with the Team's internal and external educational outreach efforts. The task order is funded by the Office of Solid Waste and Emergency Response (OSWER). It is non-agreement seeking.

**Title:** Training, Coaching, and Support Services for the Peer Support/Critical Incident Stress Management (PS & CISM) Team

### **A. Background**

EPA's On-Scene Coordinators (OSCs) are the Agency's most publicly visible employees, given their responsibilities for responding to hazardous materials emergencies and overseeing cleanups. They must have sufficient "people skills" to be able to deal with people who often are irate and hostile, while at the same time managing competing demands on their time as well as managing the high stress levels that accompany their jobs.

For some time, the Office of Solid Waste and Emergency Response (OSWER) has been aware of the very high stress levels associated with the work done by these employees in the normal course of their daily activities. The OSCs are EPA's "first responders," in many ways the equivalent of police, fire/rescue personnel. They spend long periods of time away from their homes, families, and friends (e.g., more than half of OSCs spend a minimum of 50 days a year on travel orders, with 18.6 percent of OSCs on travel for 100-200 days a year and several OSCs on travel for more than 200 days per year). They are regularly exposed to a range of emergencies at the local level: from transportation accidents involving hazardous materials and loss of life to floods, hurricanes, earthquakes, and forest fires. Their jobs also involve considerable social isolation because they frequently are the only federal employee at their sites and are responsible for supervising the work of the site cleanup contractors.

Long-term stress of this kind can significantly affect OSCs' abilities to conduct negotiations or resolve disputes with the parties involved in hazardous materials incidents or with partner organizations (e.g., U.S. Coast Guard, local police/fire departments, etc.). Indeed, these activities can be the most stressful for highly technical OSCs. Seriously stressed employees also can affect the effectiveness of EPA and its ability to achieve its mission. This type of stress also can have significant personal and health-related consequences for individuals.

Given the limited size of EPA's emergency response staff and recognition of the toll their work takes on them, the Agency developed the Response Support Corps to assist the OSCs during major emergency responses. Members of this national group of approximately 2,000 volunteers are trained to assist OSCs at major emergency responses in a variety of capacities. The relative inexperience of these individuals increases the potential for stress reactions as a result of emergency response-related work.

The events of September 11, 2001, the subsequent anthrax contamination events, and Hurricane Katrina only served to confirm OSWER's initial judgment about the need to develop an internal approach for addressing OSC needs on an on-going basis. The result was the development of a national Peer Support/Stress Management (PS & CISM) Team. The program is a three-pronged support program that focuses on minimizing the effects of stress and the potential for conflict through a variety of stress management and education efforts. There is a peer support component, an educational component that focuses on teaching OSCs healthy ways to manage the very specific stresses associated with their jobs, and an emergency response support component in the event they have to deal with disasters of any type.

The PS & CISM Team consists of trained peers and mental health professionals who are employed by the Agency. The peers have been and are being recruited from among the On-Scene Coordinators, RSC members, and other field staff in the Regional Offices and Headquarters. Peers play an important role on the team because of their unique understanding of the demands of the OSC job and the stressors that cause the greatest difficulty. Mental health professionals also have been and are being recruited from Agency program offices at Headquarters and in the Regions. The roles for mental health professionals include providing back-up support for the peer program, conducting stress management training, and being available in the event of emergencies or disasters.

OSWER initially conducted a rigorous training program for both peer and mental health team members; however, this training must be updated on a regular basis. The training has focused on equipping team members to meet the needs of the Agency's emergency responders in the areas of day-to-day peer support as well as at disaster responses. Like emergency responders everywhere, EPA's emergency responders are independent and tend to deny stress-related difficulties. For this reason, CISM Team members benefit from training that equips them to provide stress management services in a non-threatening way (i.e., basically utilizing good communication skills as well as many of the skills needed in negotiation, conflict management, and dispute resolution efforts). Unlike most other CISM Teams, EPA's team is a national team, with its members scattered around the country. For this reason, its members do not have the opportunity for regular face-to-face meetings to update and practice their skills. This makes it very important that group team refresher be held annually, at a minimum, and preferably semi-annually. There also are monthly training conference calls to ensure that team members maintain their skills. Skilled critical incident stress management professionals with mental health backgrounds are needed to help develop and facilitate this training on an on-going basis, as well as to provide coaching support to the team during disaster responses, such as the Space Shuttle Columbia response in 2003 and the Hurricane Katrina response in 2005.

This Task Order (TO) will provide training support for EPA's Peer Support/Critical Incident Stress Management Team, including the provision of training in the skills needed to deal with a population not normally given to accepting assistance and also in the skills needed to develop collaborative and non-conflictual interactions. The TO also will provide coaching and mentoring support for team members in the areas mentioned above. In addition, this Task Order will include resources and material on suicide Prevention. This Task order will include logistics and resources to support and manage Peer-Face to Face meetings. In addition, this TO will permit the CISM Team to access assistance from other teams in the event that the EPA Team's

capacities are overtaxed and also will permit augmentation of team services by the addition of Animal Assisted Crisis Response (AACR) dog/handler teams.

In the seven years since the development and implementation of the team, the field of disaster mental health has expanded significantly. Much has been learned about interventions that can assist responders to maintain their emotional balance and professional capabilities in difficult situations. One such intervention that has garnered increasing appreciation for its effectiveness is AACR. Although various forms of AACR and pet therapy have been in use in the mental health and medical areas for some time, the terrorist attacks of September 11, 2001 were the first national event at which highly trained therapy dogs and handlers were deployed to the various disaster sites to provide emotional support to the emergency responders in conjunction with other CISM and mental health support. Similar AACR deployments also occurred during the Hurricane Katrina response and at numerous local incidents with the support of both the American Red Cross and FEMA. Experience from including AACR teams as part of crisis response efforts with first responders has demonstrated the ability of the AACR dogs to penetrate the barriers against "touchy-feely" interventions so often raised by this population and reduce stress levels, while still allowing the responders to maintain their focus on their jobs. In recognition of the documentation of the effectiveness of this intervention in reducing the stress levels of emergency responders both during their active response work and afterwards, EPA's CISM Team pilot tested the use of local AACR handler/dog teams in Portland, OR during the TOCORFF 4 exercise in October 2007. Three AACR teams worked with two EPA CISM team members for one afternoon of the exercise. The AACR teams were extremely well received. The Team also introduced AACR at the 2008 OSC Readiness Training – again receiving an extremely positive response.

More recently, EPA's responders have been dealing with the suicide of a highly respected and well-liked colleague in a Regional office. To provide this community with the tools to deal with this loss and also to raise their awareness of the signs of stress in themselves and their colleagues in the hope preventing future such events, The CISM Team is sponsoring a specialized stress management training focusing on suicide awareness. This Task Order will: (1) provide facilitation for EPA's Peer Support/Stress Management Team activities; (2) provide training support in the skills needed to deal with a population not normally given to accepting assistance and also in the skills needed to develop collaborative and non-conflictual relationships with other organizations at the national, state, and local level; (3) provide coaching and mentoring support for team members in the areas mentioned above; (4) provide access to certified AACR teams to supplement the CISM team's capabilities during disaster responses and exercises as needed; and (5) to assist the Team with its internal and external educational outreach efforts, including education and training in specialized aspects of stress management. This task order also provides for contractor assistance in augmenting the Team's capacity to respond to incidents of national significance by drawing on the resources of subcontractors (e.g., local/regional ICISF teams and other subcontractors) to provide assistance by CISM-trained mental health professionals or peers.

## **B. Scope of Work**

1. The Contractor shall submit a work plan to the Project Officer (PO) and Task Order Contracting Officer's Representative (TOCOR) in accordance with the requirements of this task and the underlying contract after meeting with the PO and TOCOR to further examine the continuing training, coaching, and support needs of the PS & CISM Team.
2. The Contractor shall be responsible for oversight of deliverables under this task order and shall be responsible for transmission of reports and invoices as required by the contract.
3. **Monthly status reports will only be required in months during which activities of the subcontractor or prime contractor occurred.**
4. **The contractor shall document the procedures for substitution of labor categories over the life of the task order in the workplan.**

#### **C. Facilitation**

1. The contractor shall facilitate the provision of Animal Assisted Crisis Response (AACR) assistance to the Team from qualified technical experts or organizations, using the following criteria and qualifications for the providing organization:
  - Regular presentation of extensive, in-depth and hands-on training in the principles of animal assisted crisis response training that focuses equally on handler and dog training and education and includes field exposure for both handlers and dogs.
  - A well formulated and consistently applied policy and clear quality assurance standards (e.g., hours to be worked, rest periods, food and water, use of protective clothing, medical attention, etc.) for humane treatment of the working dogs and a system for documenting adherence to the organization's humane standards (e.g., sign-in, sign-out sheets, time sheets, etc.).
  - Governing body or organization has representation from both licensed mental health provider community and certified dog trainers/animal behaviorist community (the former can be from the American Psychological Association, the National Association of Social Workers, or the National Board for Certified Counselors; the latter can be from the Certification Council for Professional Dog Trainers, the Association of Pet Dog Trainers, the International Association of Canine Professionals, or the International Association of Animal Behavioral Consultants).
  - Maintenance of a national certification program documenting successful completion of training (multiple levels of certification reflecting levels of training or expertise would be a plus).
  - Maintenance of a national network of certified dogs and handlers that would be available for deployment to work with the CISM team on short notice.
  - Maintenance of appropriate liability insurance for protection in the event of any unfortunate dog/human (e.g., dog bites) or dog/facility incidents (e.g., damage to carpets or furnishings) as well as coverage for any injuries to the dogs or handlers as a result of deployment and documentation that each dog/handler team is appropriately covered prior to deployment.
  - Knowledge of the Incident Command System and where CISM fits into it.
  - Extensive knowledge of and experience with CISM.

2. Upon receiving feedback from the TOCOR, the contractor shall propose the addition of one or more of these technical experts/organizations to the list of technical experts available under the task order. Activation of such technical support shall be upon receipt of written (via e-mail) Technical Direction of the TOCOR in a specific crisis situation or for training/educational activities.

#### **D. Training**

1. The Contractor shall provide a trainer who is an ICISF certified Critical Incident Stress Management trainer with extensive experience in both training and leading CISM teams and who also has a mental health background to provide both face-to-face group Team training as well as training for the monthly Team training conference calls. Activation of such technical support shall be upon receipt of written (via e-mail) Technical Direction of the TOCOR in a specific crisis situation or for training/educational activities.

2. All course curricula and training materials developed by the Contractor shall be submitted to the PO and TOCOR in draft format and will be reviewed and approved by the EPA PO and TOCOR. In the case of the monthly training conference calls, the contractor and trainer shall meet either in person or via telephone to discuss training scenarios prior to each call. Final copies of all training materials shall be submitted to the TOCOR electronically in Word format.

3. The Contractor or trainer shall coordinate the preparation and delivery of all training materials; printing shall be within the limitations stated in the contract.

4. The Contractor or trainer shall perform logistical tasks involved in conducting the training, including the provision of pre-course and course materials, supplies, and equipment for presenting the course and a notebook containing the approved training materials for each student.

5. The Contractor shall develop evaluation forms to be used to evaluate the content and presentation of the training courses. These evaluation forms shall be submitted to the PO and TOCOR in draft format and will be reviewed and approved by them.

6. The Contractor shall administer the approved evaluation form at the end of each training and provide copies of the completed evaluation forms to the TOCOR with a short summary of results as well as any suggested revisions to the course that would enhance its effectiveness.

#### **E. Development of Educational and Outreach materials**

1. The Contractor shall provide assistance with the development, design, and production of brochures, exhibit materials, and other informational/educational materials for the CISM Team as needed.
2. The Contractor shall assist the Team in designing a display to be used at conferences for the purpose of educating OSCs, RSC members, and other relevant audiences about the Team and its capabilities. Display materials will consist of photographs, narrative materials, and other graphic

materials that will both explain the Team's purpose and mission and illustrate its activities.3. The Contractor shall assist the Team with the development of a variety of educational and outreach handouts to be used with the display as well as posted on the Team's QuickPlace site for ready access by Team members who may need to give presentations.

4. The Contractor will assist the Team, as needed, with the development of a Team newsletter to be developed for team-building purposes.

1. The Contractor and/or trainer shall work with the PO and TOCOR to develop a plan for continued coaching support to the team in the event of a major emergency or disaster. This plan will include identification of contacts or a network that can be called upon for assistance in Regional cities or in areas surrounding disaster locations.

2. In the event that the Peer Support and CISM Team is called upon to respond to a major national emergency that overwhelms Team resources, the Contractor shall draw upon its subcontractors and/or network of contacts to augment Team capacity and provide direct assistance to Team members and EPA responders in the areas of communication and stress management. This is particularly important as long-term stress of this kind can significantly affect EPA responders' functioning in the field, especially in the areas of dealing with the public and/or officials from other federal, state, or local agencies. Unmanaged stress also can have a negative impact on responders' abilities to conduct negotiations or resolve disputes with the parties involved in hazardous materials incidents or with partner organizations (e.g., U.S. Coast Guard, local police/fire departments, etc.). Seriously stressed employees also can affect the effectiveness of EPA and its ability to achieve its mission. Provision of this assistance will aid in the prevention of conflict. This assistance could include the provision of a mental health professional to accompany EPA Team members and serve as a mental health advisor and/or to facilitate referrals for mental health assessments. The assistance also could be in the form of the provision of trained emergency response peers from other organizations, such as the International Critical Incident Stress Foundation (one of the EPA Team's training organizations) or a local CISM team. Under no circumstances are these individuals to represent themselves as members of EPA's Team or as employees of EPA.

3. Disaster response assistance will be activated by transmittal of a technical directive by the TOCOR to the Contractor specifying the type of assistance needed and the period of time for which it is needed. Because costs incurred for this effort would be expected to be reimbursed under an Agency Mission Assignment with the Federal Emergency Management Administration (FEMA), the Contractor shall be required to track costs incurred under this task separately from other tasks under this Task Order for the purposes of EPA's reporting/accounting to FEMA.

13. The contractor shall furnish a draft final report of the effort to the PO and TOCOR. The draft shall be submitted electronically, and should include:



- (a) A one to two page executive summary of the process including the background, the issues discussed, the parties involved and follow-up activities to be accomplished;
- (b) A short process evaluation (completed by the facilitator) that analyzes the preparation for and conduct of the meeting(s) and makes recommendations on changes that would make the process better in the future; and
- (c) A summary of the meeting including key issues discussed and outcomes, and any recommendations the facilitator has for future stakeholder collaboration.

### **C. Delivery of Training Courses**

### **E. EVALUATION**

The Contractor shall provide information for EPA's ADR and contract tracking systems and dispute resolution professionals working under this Task Order shall complete EPA ADR evaluation system questionnaires and provide information necessary to administer questionnaires to participants in ADR processes (e.g., contact information for parties). The contractor shall contribute to or conduct all or parts of an evaluation of the case according to EPA case or meeting evaluation protocols. As requested by the TOCOR, the contractor shall participate in a post-process debriefing with EPA officials, including the PO, TOCOR and Technical Directive and relevant EPA management, to discuss lessons learned and next steps.

### **F. Work Approach**

#### **A. ADR and Public Participation Best Practices:**

The Contractor shall approach this task in accordance with terms of the basic contract and according to the established norms and ethical standards of ADR professionals.

Based on EPA's evaluation of a large number of ADR cases, the Agency has determined that the following practices are significantly related to positive substantive, relational, and procedural outcomes from ADR cases. The contractor shall ensure that this direction is provided to ADR professionals providing services under this task order:

- Prior to the mediation or facilitation and throughout the process, the ADR professional shall inquire about whether individual participants have the time, financial, and logistical resources necessary to participate effectively in the process and -- where resources are inadequate -- assist them in identifying appropriate

resources or in making necessary adjustments to the process to accommodate resource constraints.

- The ADR professional shall assist the participants in identifying the issues that are important to resolving any controversy and solutions that will address the needs shared by the participants.
- The ADR professional shall conduct the process to promote active engagement from all participants.
- The ADR professional shall explore with the participants appropriate ways to incorporate high quality and relevant information resources necessary to resolve the issues.
- To support productive dialogue and effective implementation of any agreements reached by the participants, the ADR professional shall ensure that participants have appropriate authority to make commitments on behalf of their organizations.

#### **B. Ethical Codes of Conduct:**

The Contractor shall ensure that ADR professionals serving as neutral third parties under this contract receive information about and perform in accordance with ethical codes applicable to the practice of dispute resolution professionals. Relevant examples of ethical codes include those adopted by:

- the American Arbitration Association, American Bar Association, Association for Conflict Resolution:  
([http://www.acrnet.org/uploadedFiles/Practitioner/ModelStandardsOfConductforMediatorsfinal05\(1\)\(1\).pdf](http://www.acrnet.org/uploadedFiles/Practitioner/ModelStandardsOfConductforMediatorsfinal05(1)(1).pdf))
- the International Association of Facilitators: (<http://www.iaf-world.org/aboutiaf/CodeofEthics.aspx>)
- the International Association for Public Participation:  
(<http://iap2.affiniscap.com/displaycommon.cfm?an=1&subarticlenbr=8>)

#### **C. Confidentiality**

The contractor shall perform in accordance with generally acceptable norms and ethical procedures of the mediation profession. Information provided to the ADR professional by any of the parties, communications between parties and the ADR professional, and notes and dispute resolution work product generated by the ADR professional during work pursuant to this TO shall be maintained as confidential by the ADR professional pursuant to the provisions of the ADR Act of 1996 (Public Law 104-320; 5 USC 571 *et al*) and applicable federal, state and judicial requirements.

#### **D. Contractor Representation**

In gathering information or performing tasks with parties outside the EPA, the contractor will identify him/herself as a contractor to EPA, not an EPA employee.

The contractor shall provide input or make recommendations based on the information gathered, however, decisions on all substantive issues will be made by EPA. THE

**CONTRACTOR SHALL NOT INTERPRET EPA POLICY ON BEHALF OF EPA NOR MAKE DECISIONS ON ITEMS OF POLICY, REGULATION OR STATUTE. THE CONTRACTOR SHALL NOT TAKE A STAND ON THE MERITS OF SUBSTANTIVE ITEMS UNDER DISCUSSION.**

**E. Task Order Procedures, Constraints and Disclaimers**

If out of town travel is required to accomplish the tasks under this task order, the contractor shall obtain advance approval for that trip and its costs in writing from the TOCOR, ATOCOR and/or the PO. To the extent possible, the contractor's per diem costs shall be within allowable limits set by GSA.

This task order is not funded by multiple appropriations. This task order does not provide for training of contractor personnel, provision of Government Furnished Property or Accountable Personal Property, leased items or property or IT products or services. The SOW does not include any tasks that are inherently governmental in nature or provide personal services. The SOW does not anticipate transferring or developing Confidential Business Information or Personally Identifiable Information to the contractor. This project will not involve collection of environmental data and so is not subject to needing an EPA Quality Assurance Plan. Printing shall be in accordance with limitations of the contract. This project does not involve the service provider conducting surveys, data collection or questionnaires. Development of communications products as a result of activities on this task order will be in compliance with EPA's Policy and Implementation Guide for Communications Product Development and Approval found at [HTTP://www.epa.gov/productreview/guide/index.html](http://www.epa.gov/productreview/guide/index.html).

The Contractor is directed to conduct Conflict of Interest checks and provide this information as a part of the Work Plan for TOCOR review and CO approval.

**F. Status Notifications:**

**THE CONTRACTOR SHALL NOTIFY THE EPA PROJECT OFFICER AND PROGRAM OFFICE CONTACT WHEN 75% OF THE FUNDS PROVIDED HAVE BEEN EXPENDED OR WHEN FUNDING FOR LESS THAN 6 WEEKS WORK REMAINS.** The Contractor shall also notify the TOCOR when 75% of the funds have been used on any single case assignment. Notifications shall be in writing and cc to the Project Officer.

**G. Reports and Deliverables**

The contractor shall send EPA all reports in accordance with the contract unless this requirement is specifically changes in the statement of work.

The contractor shall provide a work plan within the schedule provided in the basic contract and set out below. This work plan will be reviewed by the TOCOR and the PO, who will notify the

contractor in writing within 10 days of any modifications or changes required. If no modifications are requested, the work plan is accepted as final. If modifications are requested, the contractor shall make changes and submit a new work plan as soon as practicable. Copies of all reports, meeting notices, agendas, summaries, and any other written deliverables shall be sent to the PO and TOCOR listed below. If oral briefings are scheduled for EPA staff, the PO shall be notified in time to attend.

All reports shall be provided in draft form. Upon receipt of comments from the EPA PO and TOCOR, the contractor shall revise the report and distribute final copies as stated in the Scope of Work.

**Task**

**Due No Later Than**

**Deliverables**

Work Plan	10 days from TO issuance
Final analysis of evaluations with recommendations	3 weeks after each training
Final meeting summaries	1 week after meeting
Final outreach materials	2 weeks after receipt of comments
Final newsletter	1 week after receipt of comments
Final Report of Process	1 week from receipt of comments

**Transmittals**

Identification of trainer	1 week from Work Plan approval
Monthly training scenario	1 week before conference call
Draft course agendas	1 month before training session
Draft training materials	1 month before training session
Draft evaluation form for new courses	1 week before training
Final course agenda/training materials	2 weeks before each training
Copies of completed evaluation forms	1 week after training
Draft analysis of evaluations	2 weeks after training
Team capacity augmentation assistance	24 hours after request is made
AACR assistance	48 hours after request is made
Draft Report of Progress	2 weeks from date of POP
Draft outreach materials	As directed by TOCOR
Draft newsletter	As directed by TOCOR

**G. EPA CONTACTS**

**Task Order Contracting Officer's Representative:**

Craig S. Beasley  
 Emergency Response Center (Mail Code 5104A)  
 Office of Emergency Management  
 U.S. Environmental Protection Agency  
 1200 Pennsylvania Avenue, N.W.  
 Washington, D.C. 20460  
 Phone: 202-564-2087

Fax: 202-564-2620

E-Mail: [Beasley.Craig@epa.gov](mailto:Beasley.Craig@epa.gov)

**Project Officer:**

Terry Fenton

Conflict Prevention and Resolution Center

Mail Code 2388A

1200 Pennsylvania Avenue, N.W.

Washington, D.C. 20460

Phone: 202-564-2090

Fax: 202-501-1715

E-Mail: [fenton.terry@epa.gov](mailto:fenton.terry@epa.gov).

**H. PERIOD OF PERFORMANCE**

**The period of performance of this SOW shall thru June 15, 2019.**

<b>AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT</b>		1. CONTRACT ID CODE		PAGE OF PAGES 1 2	
2. AMENDMENT/MODIFICATION NO. 001		3. EFFECTIVE DATE 09/17/2014		4. REQUISITION/PURCHASE REQ. NO. PR-OSWER-14-00418	
5. PROJECT NO. (If applicable)		6. ISSUED BY HPOD US Environmental Protection Agency Headquarters Procurement Operations Ariel Rios Building 1200 Pennsylvania Avenue, NW Washington DC 20460		7. ADMINISTERED BY (If other than Item 6) CODE	
8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code) SRA International, Inc. Attn: NA 4300 FAIR LAKES COURT Fairfax VA 22033		(x) 9A. AMENDMENT OF SOLICITATION NO.		9B. DATED (SEE ITEM 11)	
CODE 097779698		FACILITY CODE		X 10A. MODIFICATION OF CONTRACT/ORDER NO. EP-W-14-020 0037 10B. DATED (SEE ITEM 13) 08/20/2014	

**11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS**

☐ The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers ☐ is extended. ☐ is not extended.  
Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 8 and 15, and returning \_\_\_\_\_ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA (If required)  
See Schedule Net Increase: \$17,000.00

**13. THIS ITEM ONLY APPLIES TO MODIFICATION OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.**

CHECK ONE	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.
	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
X	D. OTHER (Specify type of modification and authority) FAR 52.232-22

E. IMPORTANT: Contractor ☐ is not, ☒ is required to sign this document and return 1 copies to the issuing office.

**14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)**

DUNS Number: 097779698

The purpose of this modification is to approve the Work Plan and Cost Estimate submitted by the Contractor on 9-3 and accepted by the Task Order COR on 9-10.

This modification also increases the ceiling by \$168,829 which brings the total estimated cost from \$3,000 to \$171,829.

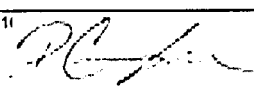
This modification also provides incremental funds in the amount of \$17,000 which brings the total obligated amount from \$3,000 to \$20,000.

TOPO: Craig Beasley Max Expire Date: 06/15/2019

LIST OF CHANGES:

Continued ...

Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER (Type or print)		16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) Patrice L. Cunningham	
15B. CONTRACTOR/OFFEROR  (Signature of person authorized to sign)	15C. DATE SIGNED	11 	16C. DATE SIGNED 09/17/2014

## CONTINUATION SHEET

REFERENCE NO. OF DOCUMENT BEING CONTINUED  
EP-W-14-020/0037/001PAGE OF  
2 2NAME OF OFFEROR OR CONTRACTOR  
SRA International, Inc.

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	<p>Reason for Modification : Other Administrative Action</p> <p>Total Amount for this Modification: \$168,829.00</p> <p>New Total Amount for this Version: \$171,829.00</p> <p>New Total Amount for this Award: \$171,829.00</p> <p>Obligated Amount for this Modification: \$17,000.00</p> <p>New Total Obligated Amount for this Award: \$20,000.00</p> <p>Incremental Funded Amount changed: from \$3,000.00 to \$20,000.00</p> <p>CHANGES FOR LINE ITEM NUMBER: 1</p> <p>Total Amount changed from \$3,000.00 to \$171,829.00</p> <p>Obligated Amount for this modification: \$17,000.00</p> <p>Incremental Funded Amount changed from \$3,000.00 to \$20,000.00</p> <p>CHANGES FOR DELIVERY LOCATION: HPOD</p> <p>Amount changed from \$3,000.00 to \$171,829.00</p> <p>CHANGES FOR ACCOUNTING CODE:</p> <p>14-T-D3N-303DC6-2505-HQ00BM00-14D3N51012-001</p> <p>Amount changed from \$3,000.00 to \$20,000.00</p> <p>Percent changed from 100 to 11.63948</p> <p>Delivery Location Code: HPOD</p> <p>Craig Beasley</p> <p>US Environmental Protection Agency</p> <p>Ariel Rios Building</p> <p>1200 Pennsylvania Avenue, N. W.</p> <p>Mail Code: 3803R</p> <p>Washington DC 20460 USA</p> <p>Payment:</p> <p>RTP Finance Center</p> <p>US Environmental Protection Agency</p> <p>RTP-Finance Center</p> <p>Mail Drop D143-02</p> <p>109 TW Alexander Drive</p> <p>Durham NC 27711</p> <p>FOB: Destination</p> <p>Period of Performance: 08/20/2014 to 06/15/2019</p>				

<b>AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT</b>		1. CONTRACT ID CODE		PAGE OF PAGES 1 2	
2. AMENDMENT/MODIFICATION NO. 002		3. EFFECTIVE DATE 01/20/2016		4. REQUISITION/PURCHASE REQ. NO. PR-OSWER-15-00583	
5. PROJECT NO. (If applicable)		6. ISSUED BY HPOD		7. ADMINISTERED BY (If other than Item 6) CODE	
8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code) SRA International, Inc. Attn: NA 4300 FAIR LAKES COURT Fairfax VA 22033		(x)		9A. AMENDMENT OF SOLICITATION NO.	
CODE 097779698		FACILITY CODE		9B. DATED (SEE ITEM 11)	
		x		10A. MODIFICATION OF CONTRACT/ORDER NO. EP-W-14-020 0037	
				10B. DATED (SEE ITEM 13) 08/20/2014	

**11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS**

☐ The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers ☐ is extended. ☐ is not extended.  
Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 8 and 15, and returning \_\_\_\_\_ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA (If required)  
See Schedule Net Increase: \$50,000.00

**13. THIS ITEM ONLY APPLIES TO MODIFICATION OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.**

CHECK ONE	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.
	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
X	D. OTHER (Specify type of modification and authority) FAR 52.232-22

E. IMPORTANT: Contractor ☒ is not. ☐ is required to sign this document and return \_\_\_\_\_ copies to the issuing office.

**14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)**

DUNS Number: 097779698

The purpose of this modification is to provide incremental funding in the amount of \$50,000 which brings the total obligated amount from \$20,000 to \$70,000.

TOCOR: Craig Beasley Max Expire Date: 06/15/2019

**LIST OF CHANGES:**

Reason for Modification : Funding Only Action

Obligated Amount for this Modification: \$50,000.00

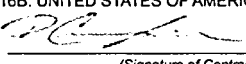
New Total Obligated Amount for this Award: \$70,000.00

Incremental Funded Amount changed: from

\$20,000.00 to \$70,000.00

Continued ...

Except as provided herein, all terms and conditions of the document referenced in Item 9 A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER (Type or print)		16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) Patrice L. Cunningham	
15B. CONTRACTOR/OFFEROR (Signature of person authorized to sign)	15C. DATE SIGNED	16B. UNITED STATES OF AMERICA  (Signature of Contracting Officer)	16C. DATE SIGNED 01/20/2016



CONTINUATION SHEET	REFERENCE NO. OF DOCUMENT BEING CONTINUED EP-W-14-020/0037/002	PAGE	OF
		2	2

NAME OF OFFEROR OR CONTRACTOR  
SRA International, Inc.

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	<p>CHANGES FOR LINE ITEM NUMBER: 1</p> <p>Obligated Amount for this modification: \$50,000.00</p> <p>Incremental Funded Amount changed from \$20,000.00 to \$70,000.00</p> <p>NEW ACCOUNTING CODE ADDED:</p> <p>Account code:</p> <p>15-T-D3P-303DC6-2505-15D3P15017-001</p> <p>Beginning FiscalYear 15</p> <p>Ending Fiscal Year</p> <p>Fund (Appropriation) T</p> <p>Budget Organization D3P</p> <p>Program (PRC) 303DC6</p> <p>Budget (BOC) 2505</p> <p>Job # (Site/Project) HQ00BM00</p> <p>Cost Organization</p> <p>DCN-LineID 15D3P15017-001</p> <p>Quantity: 0</p> <p>Amount: \$50,000.00</p> <p>Percent: 29.0987</p> <p>Subject To Funding: N</p> <p>Payment Address:</p> <p>RTP Finance Center</p> <p>US Environmental Protection Agency</p> <p>RTP-Finance Center (AA216-01)</p> <p>109 TW Alexander Drive</p> <p>www2.epa.gov/financial/contracts</p> <p>Durham NC 27711</p> <p>Delivery Location Code: HPOD</p> <p>Craig Beasley</p> <p>US Environmental Protection Agency</p> <p>Ariel Rios Building</p> <p>1200 Pennsylvania Avenue, N. W.</p> <p>Mail Code: 3803R</p> <p>Washington DC 20460 USA</p> <p>Payment:</p> <p>RTP Finance Center</p> <p>US Environmental Protection Agency</p> <p>RTP-Finance Center (AA216-01)</p> <p>109 TW Alexander Drive</p> <p>www2.epa.gov/financial/contracts</p> <p>Durham NC 27711</p> <p>FOB: Destination</p> <p>Period of Performance: 08/20/2014 to 06/15/2019</p>				

<b>AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT</b>		1. CONTRACT ID CODE		PAGE OF PAGES 1 2	
2. AMENDMENT/MODIFICATION NO. 003		3. EFFECTIVE DATE 02/21/2017		4. REQUISITION/PURCHASE REQ. NO.	
5. PROJECT NO. (If applicable)		6. ISSUED BY HPOD		7. ADMINISTERED BY (If other than Item 6) CODE	
HPOD US Environmental Protection Agency Headquarters Procurement Operations Ariel Rios Building 1200 Pennsylvania Avenue, NW Washington DC 20460		8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code)  SRA INTERNATIONAL, INC. Attn: FLORIDA HENDRICKS 4300 FAIR LAKES COURT FAIRFAX VA 220334232		9A. AMENDMENT OF SOLICITATION NO.  9B. DATED (SEE ITEM 11)	
CODE 097779698		FACILITY CODE		10A. MODIFICATION OF CONTRACT/ORDER NO. EP-W-14-020 0037 10B. DATED (SEE ITEM 13) 08/20/2014	

**11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS**

☐ The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers ☐ is extended. ☐ is not extended.  
Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 8 and 15, and returning \_\_\_\_\_ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

**12. ACCOUNTING AND APPROPRIATION DATA (If required)**

See Schedule

**13. THIS ITEM ONLY APPLIES TO MODIFICATION OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.**

CHECK ONE	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.
X	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
	D. OTHER (Specify type of modification and authority)

**E. IMPORTANT:** Contractor ☒ is not. ☐ is required to sign this document and return \_\_\_\_\_ copies to the issuing office.

**14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)**

DUNS Number: 097779698

The purpose of this modification is to name Patrick Easter as the Task Order COTR for this Task Order.

TOCOR: Patrick Easter Max Expire Date: 06/15/2019

**LIST OF CHANGES:**

Reason for Modification : Other Administrative Action

Total Amount for this Modification: \$0.00

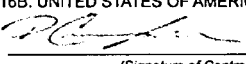
New Total Amount for this Version: \$0.00

New Total Amount for this Award: \$171,829.00

Contracting Officer Representative changed

Continued ...

Except as provided herein, all terms and conditions of the document referenced in Item 9 A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER (Type or print)		16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) Patrice L. Cunningham	
15B. CONTRACTOR/OFFEROR  (Signature of person authorized to sign)	15C. DATE SIGNED	16B. UNITED STATES OF AMERICA  (Signature of Contracting Officer)	16C. DATE SIGNED 02/21/2017

## CONTINUATION SHEET

REFERENCE NO. OF DOCUMENT BEING CONTINUED  
EP-W-14-020/0037/003PAGE OF  
2 2NAME OF OFFEROR OR CONTRACTOR  
SRA INTERNATIONAL, INC.

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	from Craig Beasley  to  TOCOR (Task Order Contracting Officer's Representative) changed to : Patrick Easter  Payment: RTP Finance Center US Environmental Protection Agency RTP-Finance Center Mail Drop D143-02 109 TW Alexander Drive Durham NC 27711 Period of Performance: 08/20/2014 to 06/15/2019				

<b>AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT</b>		1. CONTRACT ID CODE		PAGE OF PAGES 1 2	
2. AMENDMENT/MODIFICATION NO. 004		3. EFFECTIVE DATE 03/28/2018		4. REQUISITION/PURCHASE REQ. NO.	
5. PROJECT NO. (If applicable)		6. ISSUED BY HPOD		7. ADMINISTERED BY (If other than Item 6) CODE	
HPOD US Environmental Protection Agency Headquarters Procurement Operations Ariel Rios Building 1200 Pennsylvania Avenue, NW Washington DC 20460		8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code)  SRA INTERNATIONAL, INC. Attn: FLORIDA HENDRICKS 4300 FAIR LAKES COURT FAIRFAX VA 220334232		9A. AMENDMENT OF SOLICITATION NO.  9B. DATED (SEE ITEM 11)	
CODE 097779698		FACILITY CODE		10A. MODIFICATION OF CONTRACT/ORDER NO. EP-W-14-020 0037 10B. DATED (SEE ITEM 13) 08/20/2014	

**11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS**

☐ The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers ☐ is extended. ☐ is not extended.  
Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 8 and 15, and returning \_\_\_\_\_ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

**12. ACCOUNTING AND APPROPRIATION DATA (If required)**

See Schedule

**13. THIS ITEM ONLY APPLIES TO MODIFICATION OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.**

CHECK ONE	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.
X	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
	D. OTHER (Specify type of modification and authority)

**E. IMPORTANT:** Contractor ☒ is not. ☐ is required to sign this document and return \_\_\_\_\_ copies to the issuing office.

**14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)**

DUNS Number: 097779698

The purpose of this modification is to name Craig Beasley as the Task Order COTR for this Task Order.

TOCOR: Patrick Easter Max Expire Date: 06/15/2019

**LIST OF CHANGES:**

Reason for Modification : Other Administrative Action

Contracting Officer Representative changed

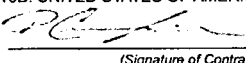
from

to Craig Beasley

Type of Bridge Vehicle\* (See Help Text for more info) changed to : N

Continued ...

Except as provided herein, all terms and conditions of the document referenced in Item 9 A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER (Type or print)		16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) Patrice L. Cunningham	
15B. CONTRACTOR/OFFEROR  (Signature of person authorized to sign)	15C. DATE SIGNED	16B. UNITED STATES OF AMERICA  (Signature of Contracting Officer)	16C. DATE SIGNED 03/28/2018

<b>CONTINUATION SHEET</b>	REFERENCE NO. OF DOCUMENT BEING CONTINUED EP-W-14-020/0037/004	PAGE 2	OF 2
---------------------------	---	-----------	---------

NAME OF OFFEROR OR CONTRACTOR  
SRA INTERNATIONAL, INC.

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	Payment: RTP Finance Center US Environmental Protection Agency RTP-Finance Center Mail Drop D143-02 109 TW Alexander Drive Durham NC 27711 Period of Performance: 08/20/2014 to 06/15/2019				